

**Wentworth Resort Condominium Association
Board of Directors Meeting
June 15, 2013
Wentworth Hotel**

WRCA BOD: Jack Kwesell, Mike Dinneen, Blake Smith, John Sevee, David Treadwell, DD Warren, and Rosemary O'Brien

Management: Fritz Koepfel, Irina Ilieva

Guests: John Bruni

The meeting was called to order at 9:30 A.M. by Jack Kwesell, President.

Management Report:

Fritz and Irina presented the Management Report, including the updated Building Repair List (BRL).

There were 138 items remaining on the Building Repair List and 157 were added during the walkabout for a total of 295 items. It is expected that additional items will be added by unit owners. Dave has a few items for Building 13 Hurlin, including squirrels in the attic. Fritz will ask Marcel to follow up on the squirrels.

Four two bedroom units had broken valves in the lines to the outside water lines. These have been repaired. There may be more repairs as owners come for the summer and turn on the exterior water. This has been an ongoing problem. Discussion ensued about installing insulation in the wall(s). Management will follow up.

77 Wentworth Hall Ave. The underground water line to the building broke at the exterior of the foundation wall. Both units were flooded. Excavation and emergency repairs were required. Management is arranging insurance inspections for repairs to the unit interiors.

77 Wentworth Hall Ave. Water is being carried along the electrical conduit from the transformer to the meter. There are holes in the riser to the meter that drain this water. These were drilled at some point in the past by a coop maintenance worker. This has been an ongoing issue that should be remedied. Management will contact the Electric Coop to seal the conduit at the transformer.

Pest control (insects and small animals) was discussed. Management will handle and call in outside sources as needed.

Financial Report:

Irina and John presented the Financial Report.

The checking account balance was discussed. Everyone is up to date. Next quarter's bills will go out this week.

We are on target with this year's budget.

Approval of May 18, 2013 BOD Meeting Minutes:

The minutes of the May 18, 2013 meeting were approved.

Old Business:

The BOD reviewed a draft letter to unit owners regarding NFPA restrictions on gas and charcoal grills on decks and patios in multi-unit dwellings. There was extensive discussion. Blake will review the letter with an Attorney.

We are still working on the Insurance Company inspection list.

Septic inspection and repair pumping was discussed. We are in the second year of a three year plan to complete. We may delay repairs until next year. Discussion was tabled until we discuss next year's budget.

Jack followed up on flood zone issues. All issues have been resolved. 66 Wentworth Hall and 20 Cottage Drive are *not* in the flood zone.

The property inspection of Unit 9C revealed an issue with the furnace flue gas vent. The flue was installed too close to wooden structural components. Inspection by WMO revealed five other units where there are issues with minimum clearances (9A, 9B, 17A, 29B, and 31C). These clearances pose safety concerns. Three units may require new boilers (17A, 29B, and 31C) because of insufficient clearances. Management can modify 9A, 9B and 9C. Discussion ensued as to responsibility of cost to repair/modify. Likely this is the unit owner or WMO not the Association.

Management is obtaining cost estimate for the divider cap at the top of 10B/C Georgia chimney. Owner of 10B Georgia is also making modifications to the gas insert pilot, which may solve the backflow problem.

We have inspected chimney caps – the fire Marshall requires modifications to a number of units. Repair requires a lift – as such it makes sense to repair all of them at the same time. This work has not been scheduled yet.

The WMO supply contract renewal was discussed. Jack has been in discussion with Dana Jones of WMO and our law firm. A contract that is intermediate between our current contract and their standard contract may be what will be (similar to that they have with other customers). The pricing structure will stay the same. Jack will send the contract to our law firm for review.

Real Estate:

Four units are on or going on the market (82B, 10BJ, 10DJ, and 17D).

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New Business:

Fritz presented his proposed plan for renovations to the Wentworth Hotel, which will require a variance to Jackson's zoning ordinance. The Board supports the project.

John Bruni reported on his attendance at two public meetings on workforce housing in several towns in the area, including Jackson, Fryeburg, and Conway. The housing in Jackson is proposed for the property that is now occupied by the Thompson House Eatery and north to 16/16A and abutting our property at Fairview Lane. This would be mixed use (apartments, condominiums and retail). The developments in the other towns are proposed on properties that are worth substantially less and will likely proceed. The proposal for Jackson may not proceed because the value of the property may not make such a development economically viable.

Rosemary left the meeting at 11:30 – John Sevee took the meeting minutes for the remainder of the meeting.

Fiscal 2014 Budget

The Board discussed expenses to date and the upcoming fiscal 2014 budget.

Unexpected costs for this past year were: chimney repair and fireplace inserts, skylight repair, Building 77 Wentworth Hall Ave. water line break, and insurance cost above budgeted.

Insurance costs were about \$3400 above what was estimated and budgeted for basis of discussions with the agent (Wayne Infinger). Fritz will look into this to determine if it is just an error in billing or miscommunication.

The Board discussed doing wood burning chimney cleanings every other year with only inspections in the alternate years. This would result in a cost savings. Last year we cleaned 23 wood burning chimneys and inspected 55 gas burning chimneys. The cost of cleaning is about twice that of inspections. No final decision was reached.

It was decided to put off the septic tank repair work until next year. Additional patio rebuilds were put off until next year with the exception of repairs that involve safety. Hand railings were proposed for buildings 3 and 4. The Board decided only building 3 would be addressed this year because of safety issues. These actions would help compensate for the unexpected costs we have had this year as outlined above. We may still be a few thousand dollars over budget.

CAPEX costs were discussed. About half of our CAPEX budget currently is for roofs. This should end in another year or two. Thus there will be about another \$40,000 to \$50,000 per year to address punch list items or place in savings for future major cost items such as paving, septic system repairs, etc. The general sense was some or all of this money should be saved for future needs. For this year priority in CAPEX spending should be toward safety issues. Fritz was asked to keep the CAPEX expenses within the 2013 budget by prioritizing expenses on safety issues. The goal is to stay within the original budget.

The Board decided that there would not be a dues increase for this coming year. Fritz will revise the draft 2014 budget accordingly.

Next Meeting:

The next BOD meeting is scheduled for August 3, 2013 at the Wentworth Hotel, at 9:30 A. M. There will be no Board meeting in July.

Adjourn:

The meeting was adjourned at approximately 12:15 PM.